Document filename: CR 5281 User Guide			
Directorate / Programme	SSD	**Project**	Cytology
Document Reference			
Project Manager	Hilary Denny	**Status**	Approved
Owner	Hilary Denny	**Version**	1.2
Author	Catherine Roberts	**Version issue date**	04/04/2014

CR 5281 User Guide

April 2014

Copyright © 2013, Health and Social Care Information Centre.

Amendment History:

Version	Date	Amendment History
Draft	06/09/2013	1st draft copy of user guide
1.0	06/12/2013	1st published version
1.1	28/01/2014	Suggested amendments after independent test
1.2	04/04/2014	Amendments after user review

Forecast Changes:

Anticipated Change	When

Reviewers:

This document must be reviewed by the following. Indicate any delegation for sign off.

Name	Signature	Title / Responsibility	Date	Version
Hilary Denny				
Jill Jobson				
Sarah Ashcroft				

Approvals:

This document requires the following approvals:

Name	Signature	Title / Responsibility	Date	Version

Copyright © 2013, Health and Social Care Information Centre.

Distribution:

Any new version of this document should be distributed to the following recipients:

Hilary Denny

Document Status:

This is a controlled document.

This document version is only valid at the time it is retrieved from controlled filestore, after which a new approved version will replace it.

On receipt of a new issue, please destroy all previous issues (unless a specified earlier issue is baselined for use throughout the programme).

Glossary of Terms:

List any new terms created in this document. Mail the NPO Quality Manager to have these included in the master glossary above [1].

Term	Acronym	Definition

Copyright © 2013, Health and Social Care Information Centre.

Contents

1 Introduction 5
2 Amended Applications 5
3 Laboratory Details (LD) 5
4 Manual Matching Screen (MM) 6
4.1 Manual Matching Index Screen (MM) 6
4.2 Manual Matching Detail Screen – Possible Matches 7
4.3 Manual Matching Detail Screen - Non-Hits 9
4.4 Manual Matching Detail Screen – Validation 9
4.5 Correspondence Address Pop-up Box 11
5 CLLP Report 12
6 Cytology Test Screen (CY) 13
7 Request to print outstanding results/lists/letters for cytology (AJ-CP) 15
8 Report on patient's screening history (AJ-CYAU) 16

Copyright © 2013, Health and Social Care Information Centre.

1 Introduction

When a test is sent from the Lab the patient address can be different to the registered address held at the PCO (particularly students). This can lead to confusion over which PCO should produce the result letter. It has been identified that a "correspondence address" field is required, so that the registered PCO can record the test but be able to send the result letter to the address that the patient gave at the time of the test. A pop-up box will be available on the MM and CY screens so that the address sent from the Lab for the test can be viewed or formatted. To enable this to happen the PCOs need to be confident that the address that comes from the Laboratory is the address given by the patient at the time of the test.

AJ-CLLM processes tests from the Lab. If the "Addresses Checked" flag on the LD screen is set to 'Y', tests that have a different address at the Lab and HA are sent to Manual Matching. A pop-up box has been added to the MM screen that will be displayed if the address sent from the lab is different to the address at the PCO. The pop-up box can be used to view the address sent from the lab and if required format the address and use as the correspondence address for the test.

The pop-up box will also be available on the CY screen to allow the lab address viewed or amended if required.

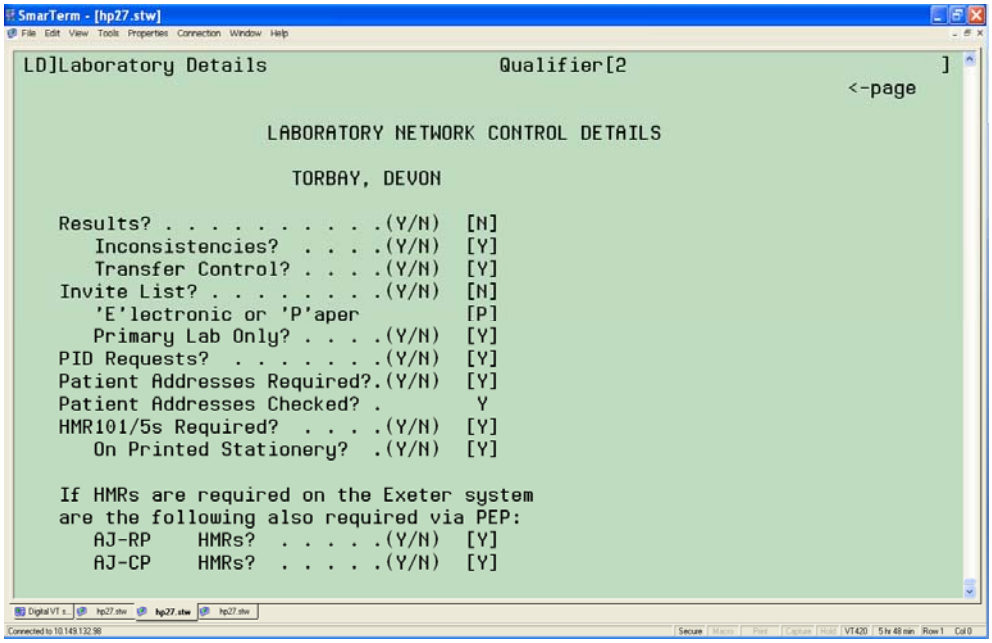
The address from the Lab will only be available for the current test and will be used by AJ-CP for result letters if the address has been confirmed as 'Y' (yes) in the pop-up box by the PCO. Invitation and reminder letters produced by AJ-RP will use the registered address.

2 Amended Applications

LD	-	Laboratory Details
MM	-	Manual Matching
CLLP	-	Lab Links report & cards
CY	-	Cytology Test Screen
AJ-CP	-	Request to print outstanding results/lists/letters for cytology
AJ-CYAU	-	Report on patient's screening history

3 Laboratory Details (LD)

The 'Patient Addresses Checked?' field on page 3 of LD is set to 'Y' and is now read only. Tests received at the HA where the address sent from the Lab is different to the address held at the HA will be sent to manual matching.


SmarTerm - [hp27.stw]
LD]Laboratory Details Qualifier[2]
<-page
LABORATORY NETWORK CONTROL DETAILS
TORBAY, DEVON
Results? . . . . . .(Y/N) [N]
Inconsistencies? . . . .(Y/N) [Y]
Transfer Control? . . . .(Y/N) [Y]
Invite List? . . . . . .(Y/N) [N]
'E'lectronic or 'P'aper [P]
Primary Lab Only? . . . .(Y/N) [Y]
PID Requests? . . . . . .(Y/N) [Y]
Patient Addresses Required?.(Y/N) [Y]
Patient Addresses Checked? . Y
HMR101/5s Required? . . . .(Y/N) [Y]
On Printed Stationery? .(Y/N) [Y]
If HMRs are required on the Exeter system
are the following also required via PEP:
AJ-RP HMRs? . . . . .(Y/N) [Y]
AJ-CP HMRs? . . . . .(Y/N) [Y]

 Copyright © 2013, Health and Social Care Information Centre.

4 Manual Matching Screen (MM)

The Manual Matching screen (MM) is used to match tests sent from the Lab to patients held at the PCO if the details do not match.

If a test is received at the PCO where the address sent from the Lab does not match the address held at the HA the test will be sent to Manual Matching (MM-F Possible Matches). Before the test can be made a HIT the address sent from the Lab must be confirmed by setting the 'CONFIRM ADDRESS' field in the pop-up box to 'Y' (yes) or 'N' (no). If the 'CONFIRM ADDRESS' field is set to 'Y' (yes) the address in the pop-up box will be validated to ensure the address is formatted correctly. If the 'CONFIRM ADDRESS' field is set to 'N' (no) the address will not need to be validated as the registered address will be used as the correspondence address by AJ-CP.

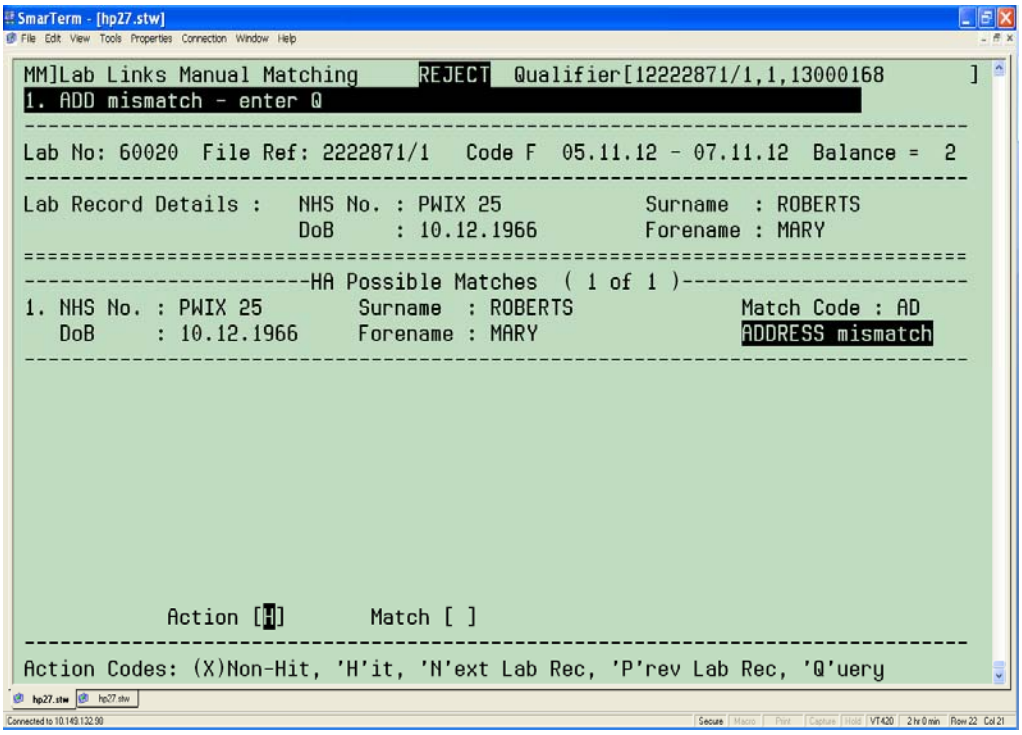
4.1 Manual Matching Index Screen (MM)

The MM Index screen displays a list of possible patient matches for a test sent from the Lab. If 'Q' is entered in the 'Action' field and a test number in the 'Match' field the Manual Matching detail screen will be displayed.

It is possible to make a test a HIT from the MM Index screen by entering 'H' in the 'Action' field and the test number in the 'Match' field. If the test has an address mismatch, it will not be possible to make the test a HIT from the MM Index screen. If this is attempted a reject message will be raised:

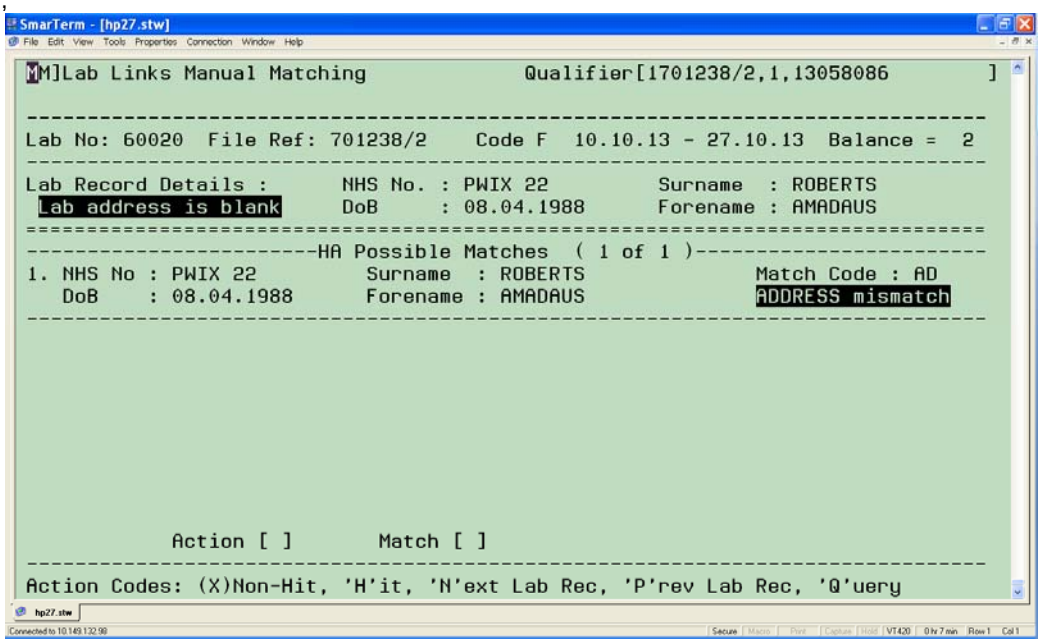
'ADD mismatch – enter 'Q''

The test must be viewed on the MM Details screen so the pop-up box can then be viewed and the correspondence address confirmed.


SmarTerm - [hp27.stw]
File Edit View Tools Properties Connection Window Help
MM]Lab Links Manual Matching REJECT Qualifier[12222871/1,1,13000168]
1. ADD mismatch - enter Q
Lab No: 60020 File Ref: 2222871/1 Code F 05.11.12 - 07.11.12 Balance = 2
Lab Record Details : NHS No. : PWIX 25 Surname : ROBERTS
DoB : 10.12.1966 Forename : MARY
HA Possible Matches (1 of 1)
1. NHS No. : PWIX 25 Surname : ROBERTS Match Code : AD
DoB : 10.12.1966 Forename : MARY ADDRESS mismatch
Action [H] Match [ ]
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uery

If the Lab address is blank the 'ADD mismatch – enter 'Q'' reject message will not be raised. The text 'Lab address is blank' will be displayed on the MM Index screen in inverse reverse.

Copyright © 2013, Health and Social Care Information Centre.

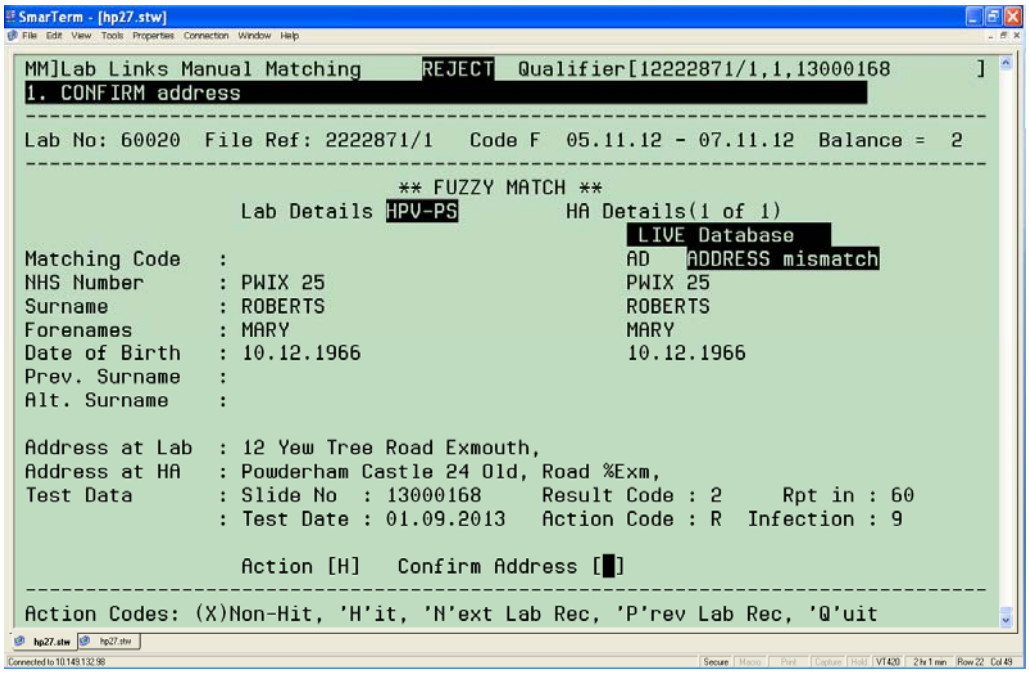

SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching Qualifier[1701238/2,1,13058086]
Lab No: 60020 File Ref: 701238/2 Code F 10.10.13 - 27.10.13 Balance = 2
Lab Record Details : NHS No. : PWIX 22 Surname : ROBERTS
Lab address is blank DoB : 08.04.1988 Forename : AMADAUS
HA Possible Matches (1 of 1)
1. NHS No : PWIX 22 Surname : ROBERTS Match Code : AD
DoB : 08.04.1988 Forename : AMADAUS ADDRESS mismatch
Action [ ] Match [ ]
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uery

4.2 Manual Matching Detail Screen – Possible Matches

When the MM details screen is displayed, 'H' can be entered in the 'Action' field to make the test a HIT. If 'H' is entered and there is an address mismatch the test will be validated.

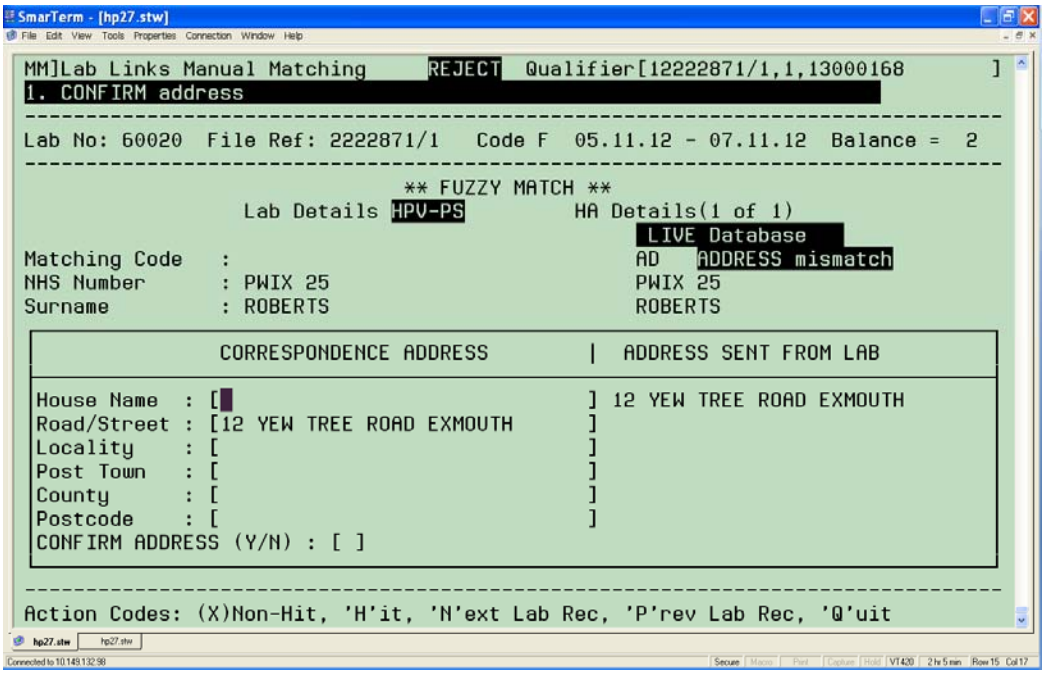
If the test fails validation, the test will be rejected and added to the Insufficient Information or DHA/Slide issues section of the CLLP report together with the reason for failure.

If the test passes validation, a REJECT message will be raised 'CONFIRM address' and a new 'Confirm Address' field will be displayed on the screen. If the HA address is to be used as the correspondence address, the address can be confirmed as 'N' (no) by entering 'N' in the 'Confirm Address' field. If the Lab address is to be used as the correspondence address this field can be used to access the pop-up. The pop-up box can be accessed by entering 'Ctrl/shift/dash' in the 'Confirm Address' field.

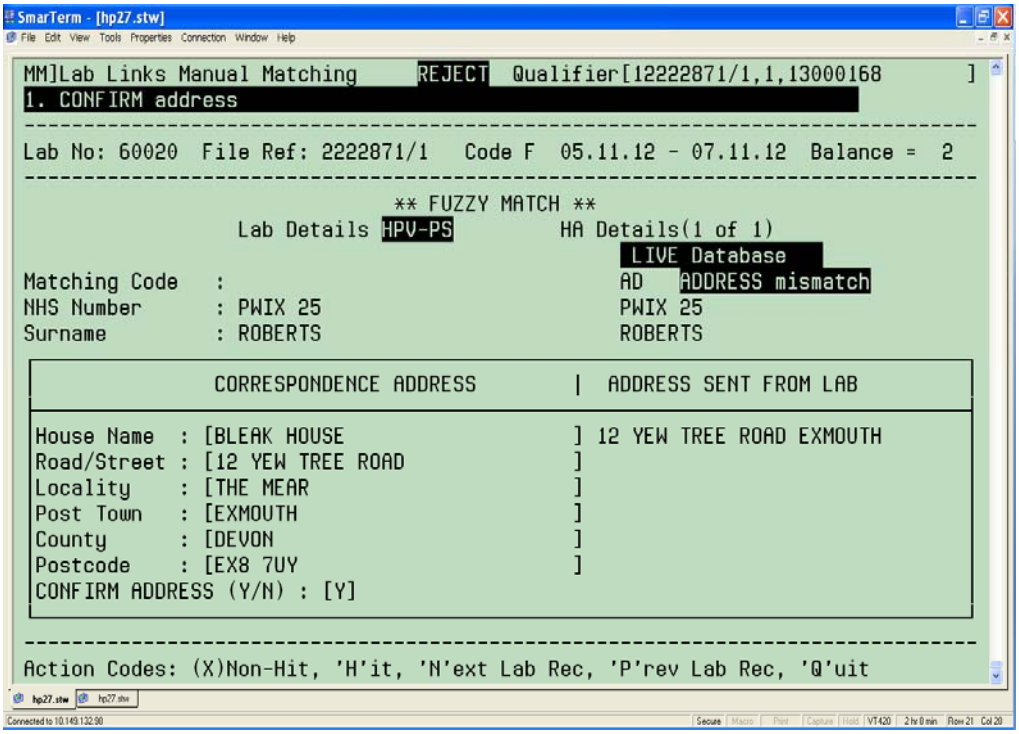

SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching REJECT Qualifier[12222871/1,1,13000168]
1. CONFIRM address
Lab No: 60020 File Ref: 2222871/1 Code F 05.11.12 - 07.11.12 Balance = 2
** FUZZY MATCH **
Lab Details HPV-PS HA Details(1 of 1)
LIVE Database
Matching Code : AD ADDRESS mismatch
NHS Number : PWIX 25 PWIX 25
Surname : ROBERTS ROBERTS
Forenames : MARY MARY
Date of Birth : 10.12.1966 10.12.1966
Prev. Surname :
Alt. Surname :
Address at Lab : 12 Yew Tree Road Exmouth,
Address at HA : Powderham Castle 24 Old, Road %Exm,
Test Data : Slide No : 13000168 Result Code : 2 Rpt in : 60
: Test Date : 01.09.2013 Action Code : R Infection : 9
Action [H] Confirm Address [ ]
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uit

Copyright © 2013, Health and Social Care Information Centre.

The Lab address will have been formatted by Lab Links but may not have been formatted correctly. The input field 'CONFIRM ADDRESS' in the pop-up box can be set to 'Y' (yes) or 'N' (no). Before the test can be made a HIT the 'Confirm Address' field on MM must be set to 'N' (no) or the 'CONFIRM ADDRESS' field in the pop-up box must be set to 'Y' (yes) or 'N' (no).


SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching REJECT Qualifier[12222871/1,1,13000168]
1. CONFIRM address
Lab No: 60020 File Ref: 2222871/1 Code F 05.11.12 - 07.11.12 Balance = 2
** FUZZY MATCH **
Lab Details HPV-PS HA Details(1 of 1)
LIVE Database
Matching Code :
NHS Number : PWIX 25
Surname : ROBERTS
AD ADDRESS mismatch
PWIX 25
ROBERTS
CORRESPONDENCE ADDRESS | ADDRESS SENT FROM LAB
House Name : [
Road/Street : [12 YEW TREE ROAD EXMOUTH
Locality : [
Post Town : [
County : [
Postcode : [
CONFIRM ADDRESS (Y/N) : [ ]
] 12 YEW TREE ROAD EXMOUTH
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uit

Once the test has been made a HIT the correspondence address will be updated onto the system with the date added as an audit. The audit can be viewed from the correspondence address pop-up on the CY screen.


SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching REJECT Qualifier[12222871/1,1,13000168]
1. CONFIRM address
Lab No: 60020 File Ref: 2222871/1 Code F 05.11.12 - 07.11.12 Balance = 2
** FUZZY MATCH **
Lab Details HPV-PS HA Details(1 of 1)
LIVE Database
Matching Code :
NHS Number : PWIX 25
Surname : ROBERTS
AD ADDRESS mismatch
PWIX 25
ROBERTS
CORRESPONDENCE ADDRESS | ADDRESS SENT FROM LAB
House Name : [BLEAK HOUSE
Road/Street : [12 YEW TREE ROAD
Locality : [THE MEAR
Post Town : [EXMOUTH
County : [DEVON
Postcode : [EX8 7UY
CONFIRM ADDRESS (Y/N) : [Y]
] 12 YEW TREE ROAD EXMOUTH
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uit

Copyright © 2013, Health and Social Care Information Centre.

After the pop-up box has been displayed in the 'Confirm Address' field text will be displayed next to the field to advise if the address has been confirmed. The text displayed will be:

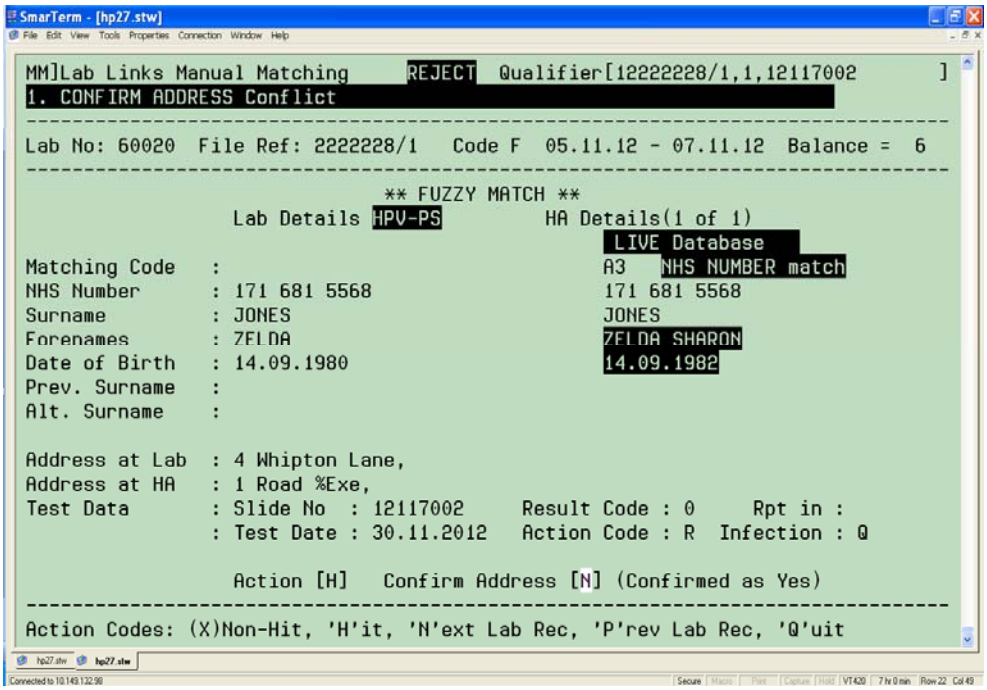
(Not confirmed)	The 'CONFIRM ADDRESS' field in the pop-up box is blank.
(Confirmed as No)	The 'CONFIRM ADDRESS' field in the pop-up box is set to 'N' (no).
(Confirmed as Yes)	The 'CONFIRM ADDRESS' field in the pop-up box is set to 'Y' (yes).

The 'Confirm Address' field on the MM screen will always remain blank.

4.3 Manual Matching Detail Screen - Non-Hits

If a test is made a Non-Hit by AJ-CLLM and a woman with the same NHS number is registered the Non-Hit test can be matched to the woman. If the address at the Lab is different to the address at the HA the correspondence address will be processed as for Possible Matches (MM-F).

4.4 Manual Matching Detail Screen – Validation


SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching REJECT Qualifier[12222228/1,1,12117002]
1. CONFIRM ADDRESS Conflict
Lab No: 60020 File Ref: 2222228/1 Code F 05.11.12 - 07.11.12 Balance = 6
** FUZZY MATCH **
Lab Details HPV-PS
HA Details(1 of 1)
LIVE Database
Matching Code : A3 NHS NUMBER match
NHS Number : 171 681 5568 171 681 5568
Surname : JONES JONES
Forenames : ZELDA ZELDA SHARON
Date of Birth : 14.09.1980 14.09.1982
Prev. Surname :
Alt. Surname :
Address at Lab : 4 Whipton Lane,
Address at HA : 1 Road %Exe,
Test Data : Slide No : 12117002 Result Code : 0 Rpt in :
: Test Date : 30.11.2012 Action Code : R Infection : Q
Action [H] Confirm Address [N] (Confirmed as Yes)
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uit

Copyright © 2013, Health and Social Care Information Centre.

Reject Messages:

Reject Message	Description
CONFIRM address	If code is 'F' (possible match) or 'N' (non-hit) and the patient address sent from the lab does not match the registered address on the ID screen, the lab address needs to be confirmed. The lab address can be confirmed as 'N' (No) by entering 'N' (no) in the 'Confirm Address' field on the MM screen. The lab address can be accessed from a pop-up box by entering 'Ctrl Shift –' in the 'Confirm Address' field. 'Y' (yes) or 'N' (no) can be entered in the 'CONFIRM ADDRESS' field in the pop-up box. If the address is to be confirmed as 'Y' (yes) the address may need to be formatted.
CONFIRM ADDRESS Conflict	The lab address can be confirmed as 'N' (no) from the main screen by entering 'N' in the 'Confirm Address' field. 'N' (no) cannot be entered in the 'Confirm Address' field if 'Y' (yes) has already been entered in the 'CONFIRM ADDRESS' field in the pop-up box.
CONFIRM ADDRESS Invalid	The 'Confirm Address' field on the main screen must be 'N' (no) or blank.

Query Messages:

Query Message	Description
** HIT? Corr. Address confirmed - press enter to confirm or PF2 to cancel **	If 'H' (hit) has been entered in the 'Action field' and there is an address mismatch and the correspondence address sent from the Lab has been confirmed ('Y' (yes) entered in the 'CONFIRM ADDRESS' field in the pop-up box). Press <ENTER> to confirm this is a Hit or PF2 to refresh the screen.
** HIT? Corr. Address not confirmed - press enter to confirm or PF2 to cancel **	If 'H' (hit) has been entered in the 'Action field' and there is an address mismatch and the correspondence address sent from the Lab has not been confirmed ('N' (no) entered in the 'CONFIRM ADDRESS' field in the pop-up box). Press <ENTER> to confirm this is a Hit or PF2 to refresh the screen.
** NOTE test invalid - no need to confirm address **	If 'H' (hit) has been entered in the 'Action field' and the address sent from the lab is different to the registered address on the ID screen, 'H' is entered in the 'Action' field and the test is being rejected. The 'Confirm Address' field will not be raised. Press <ENTER> to confirm this is a Hit or PF2 to refresh the screen.

Copyright © 2013, Health and Social Care Information Centre.

4.5 Correspondence Address Pop-up Box

The Correspondence Address pop-up box is available by entering 'Ctrl/shift/dash' in the appropriate field on the MM or CY screens. On the MM screen the pop-up box has two sections. The left section will be write enabled and display the address sent from the lab. The right section will be read only and also display the address sent from the lab. This is so that the address from the Lab will be available if the write enabled address is deleted. On the CY screen the amended address only will be available.
The pop-up will have an input field 'CONFIRM ADDRESS' which must be set to 'Y' (yes) or 'N' (no) if the 'Confirm Address' field on the MM screen has not been set to 'N' (no). If the field is set to 'Y' (yes), the address sent from the lab will be used as the correspondence address for the test by AJ-CP. If the field is set to N', the registered address will be used as the correspondence address by AJ-CP.

The Correspondence Address in the pop-up will be validated if 'CONFRIM ADDRESS' is set to 'Y' (yes). The Correspondence Address in the pop-up will not be validated if 'CONFIRM ADDRESS' is set to 'N' (no) except to check for quotes and tildas.

Correspondence Address validation:

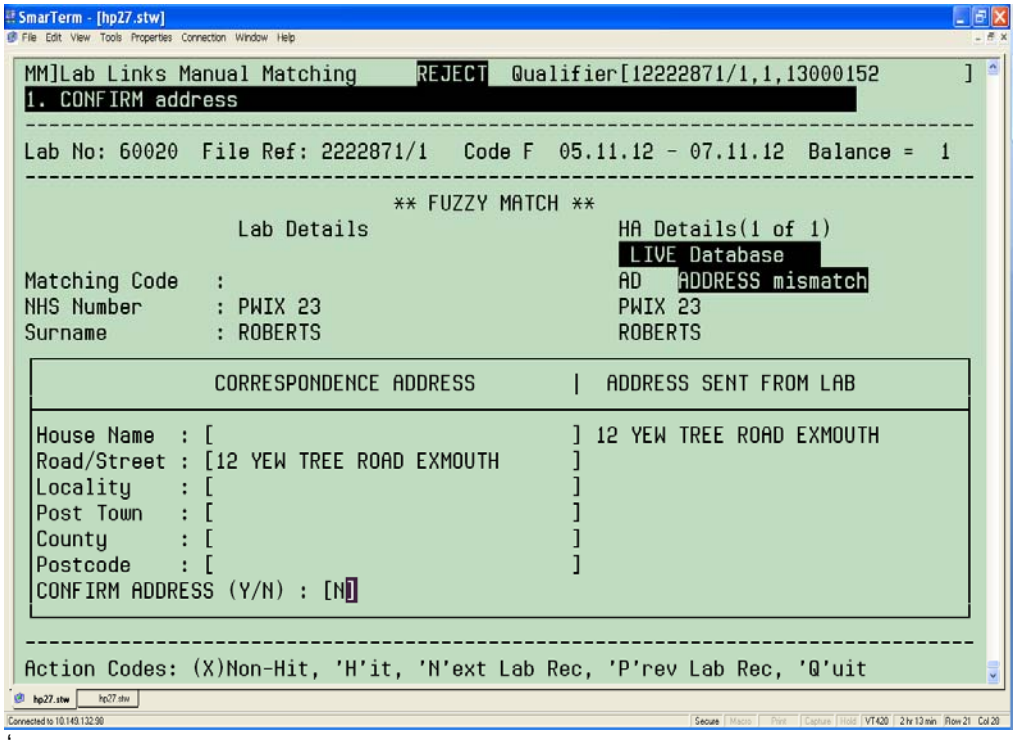
Reject Message	Description
CONFIRM ADDRESS must be 'Y' (yes), 'N' (no) or blank	'Confirm Address' field in the pop-up must be 'Y' (yes), 'N' (no) or blank.
Quotes or tildas not allowed in text	Address Input in the pop-up must not contain tildas or quotes.
House/Road & Town must not be absent	House on line 1 or Road on line 2 must be present.
Town must not be absent	Town on line 4 must be present.
Post code invalid format	If present the Post code must be a valid format - AAN NAA - AANN NAA - ANN NAA - ANA NAA - AANA NAA - AN NAA

When processing tests on the MM screen, the 'CONFIRM ADDRESS' field must be set to 'N' (no) or 'Y' (yes) before the test can be updated. If the address from the lab is to be used as the correspondence address for the result letter (produced by AJ-CP), but the lab address does not pass validation the 'CONFIRM ADDRESS' field can be set to 'N' (no).

If the 'CONFIRM ADDRESS' field is set to 'N' (no):

- The test can be updated via MM.
- The test can be revisited on the CY screen when the correct address has been determined.
- If the address on CY is confirmed as the correspondence address by entering 'Y' (yes) in the 'CONFIRM ADDRESS' field in the pop-up the lab address will be used on the result letter.
- If the address on CY is not confirmed as the correspondence address by leaving 'N' (no) in the 'CONFIRM ADDRESS' field in the pop-up the registered address will be used as the address on the result letter.

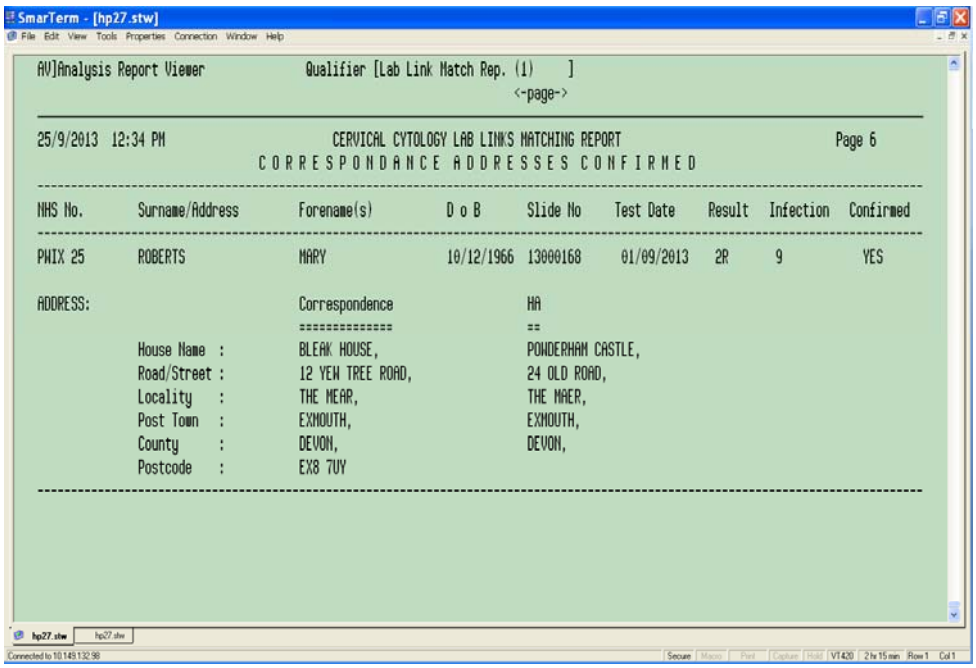
Copyright © 2013, Health and Social Care Information Centre.


SmarTerm - [hp27.stw]
MM]Lab Links Manual Matching REJECT Qualifier[12222871/1,1,13000152]
1. CONFIRM address
Lab No: 60020 File Ref: 2222871/1 Code F 05.11.12 - 07.11.12 Balance = 1
** FUZZY MATCH **
Lab Details
HA Details(1 of 1)
LIVE Database
Matching Code :
AD ADDRESS mismatch
NHS Number : PWIX 23
PWIX 23
Surname : ROBERTS
ROBERTS
CORRESPONDENCE ADDRESS | ADDRESS SENT FROM LAB
House Name : [ ] 12 YEW TREE ROAD EXMOUTH
Road/Street : [12 YEW TREE ROAD EXMOUTH]
Locality : [ ]
Post Town : [ ]
County : [ ]
Postcode : [ ]
CONFIRM ADDRESS (Y/N) : [N]
Action Codes: (X)Non-Hit, 'H'it, 'N'ext Lab Rec, 'P'rev Lab Rec, 'Q'uit

The address will be available from the CY screen via a pop-up box for the relevant test should the PCO wish to confirm or amend the correspondence address prior to AJ-CP being run.

5 CLLP Report

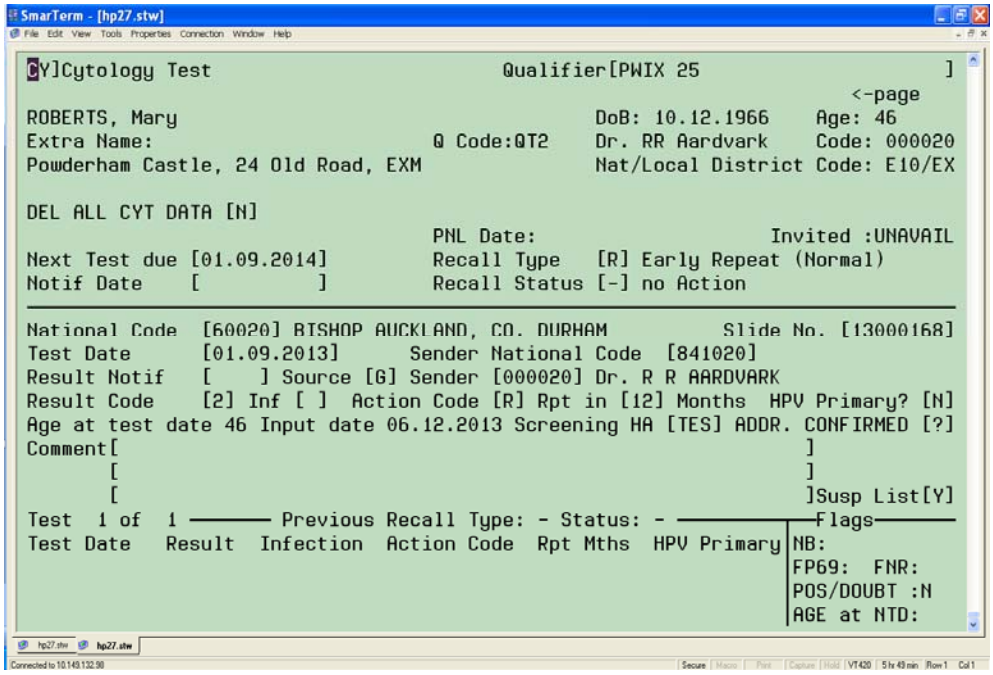
A new report will be added at the end of CLLP to report on addresses confirmed as 'Y' (yes) or 'N' (no) via the Manual Matching screen (MM).


SmarTerm - [hp27.stw]
AV]Analysis Report Viewer Qualifier [Lab Link Match Rep. (1)]
<-page->
25/9/2013 12:34 PM CERVICAL CYTOLOGY LAB LINKS MATCHING REPORT Page 6
CORRESPONDANCE ADDRESSES CONFIRMED
NHS No. Surname/Address Forename(s) D o B Slide No Test Date Result Infection Confirmed
PWIX 25 ROBERTS MARY 10/12/1966 13000168 01/09/2013 2R 9 YES
ADDRESS: Correspondence HA
House Name : BLEAK HOUSE, POWDERHAM CASTLE,
Road/Street : 12 YEW TREE ROAD, 24 OLD ROAD,
Locality : THE MEAR, THE MAER,
Post Town : EXMOUTH, EXMOUTH,
County : DEVON, DEVON,
Postcode : EX8 7UY

Copyright © 2013, Health and Social Care Information Centre.

6 Cytology Test Screen (CY)

Valid tests that have been manually matched with an address mismatch will be displayed on the CY screen.


SmarTerm - [hp27.stw]
[CY]Cytology Test Qualifier[PWIX 25]
<-page
ROBERTS, Mary DoB: 10.12.1966 Age: 46
Extra Name: Q Code:QT2 Dr. RR Aardvark Code: 000020
Powderham Castle, 24 Old Road, EXM Nat/Local District Code: E10/EX
DEL ALL CYT DATA [N]
PNL Date: Invited :UNAVAIL
Next Test due [01.09.2014] Recall Type [R] Early Repeat (Normal)
Notif Date [ ] Recall Status [-] no Action
National Code [60020] BISHOP AUCKLAND, CO. DURHAM Slide No. [13000168]
Test Date [01.09.2013] Sender National Code [841020]
Result Notif [ ] Source [G] Sender [000020] Dr. R R AARDVARK
Result Code [2] Inf [ ] Action Code [R] Rpt in [12] Months HPV Primary? [N]
Age at test date 46 Input date 06.12.2013 Screening HA [TES] ADDR. CONFIRMED [?]
Comment[ ]
[ ]
[ ]Susp List[Y]
Test 1 of 1 Previous Recall Type: - Status: - Flags
Test Date Result Infection Action Code Rpt Mths HPV Primary
NB:
FP69: FNR:
POS/DOUBT :N
AGE at NTD:

The correspondence address will be available via a pop-up box which can be identified by a '?'. The pop-up box will still be available when the test details are read only. The pop-up box will have 4 statuses:

1. **No correspondence address**

   The lab address sent with the test is the same as the address on ID. No field displayed.

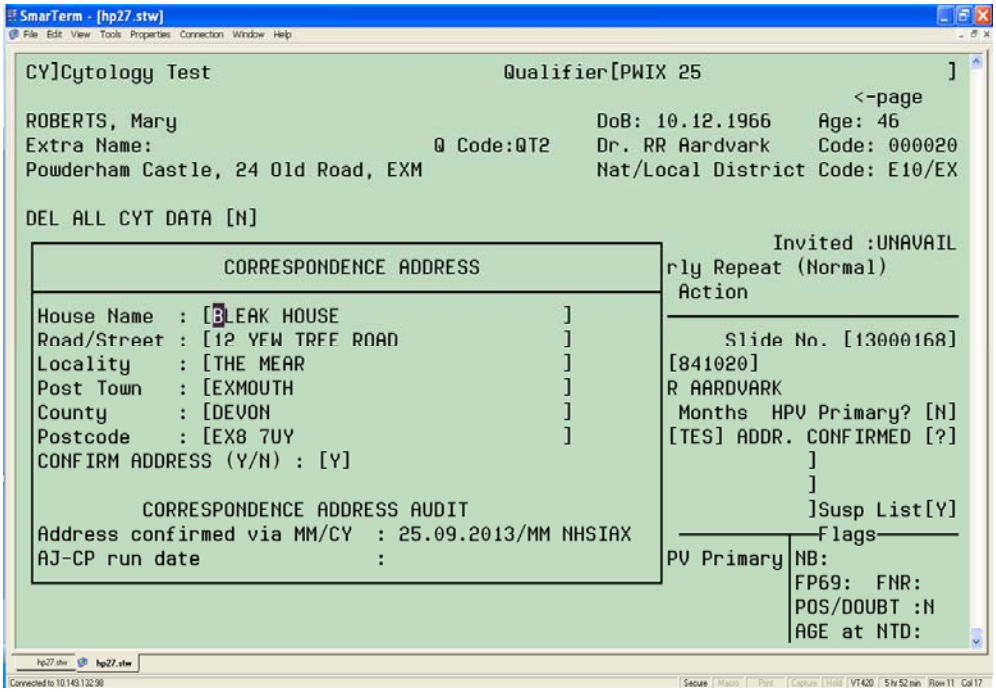
2. **Correspondence address not confirmed (prior to running AJ-CP)**

   The address from the lab is different to the address on ID but the address has not been confirmed as the correspondence address for this test and AJ-CP has not been run. The 'CONFIRM ADDRESS' field in the pop-up box is set to 'N' (no). On CY the field is displayed as 'CONFIRM ADDRESS' and the correspondence address will be available for amendment via the pop-up. The correspondence address can be confirmed as 'Y' (yes) via the pop-up if required.

3. **Correspondence address confirmed (prior to running AJ-CP)**

   The address from the Lab is different to the address on ID or DP and the address been confirmed as the correspondence address for this test and AJ-CP has not been run. The 'CONFIRM ADDRESS' field in the pop-up box is set to 'Y' (yes). On CY the field is displayed as 'ADDR. CONFIRMED', the correspondence address will be available for amendment via the pop-up. The correspondence address can be confirmed as 'N' (no) via the pop-up if required.

Copyright © 2013, Health and Social Care Information Centre.

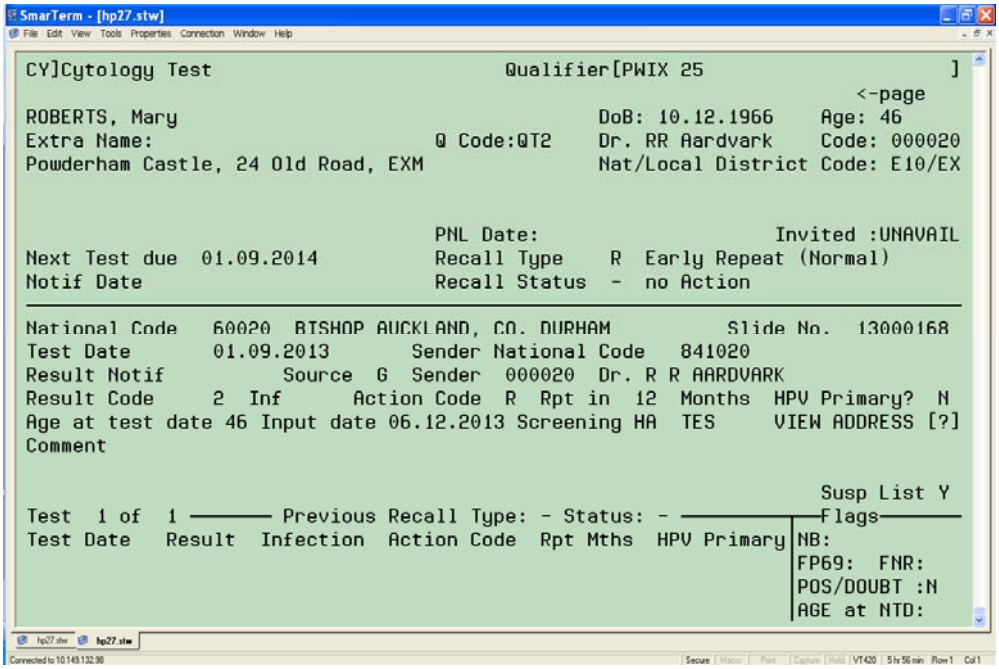


4. **View correspondence address**

There is a correspondence address for this test but AJ-CP has processed this test and the address is now read only. On CY displayed as 'VIEW ADDRESS'.

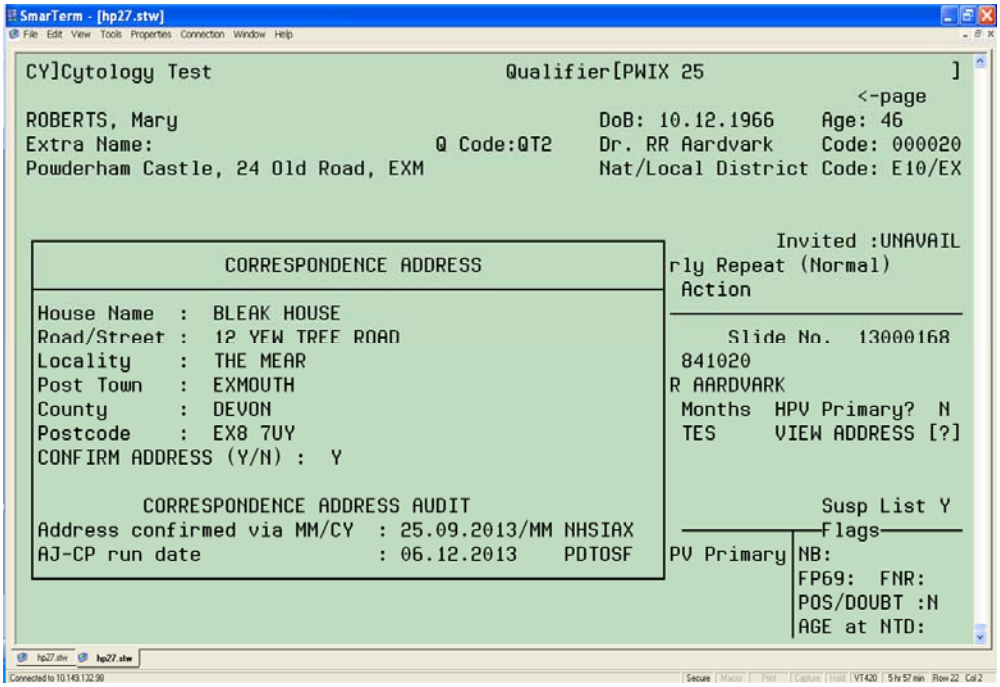
The pop-up box will also display audit information if the pop-up box has been confirmed as 'Y' (yes):

- Date when correspondence address was added by MM.
- The date when AJ-CP processed the test.



Once AJ-CP has run the correspondence address will be read only unless the test is overtyped when it will again be possible to amend or confirm the address until AJ-CP is run.

Copyright © 2013, Health and Social Care Information Centre.



If the test is deleted from the CY screen the correspondence address will also be deleted.

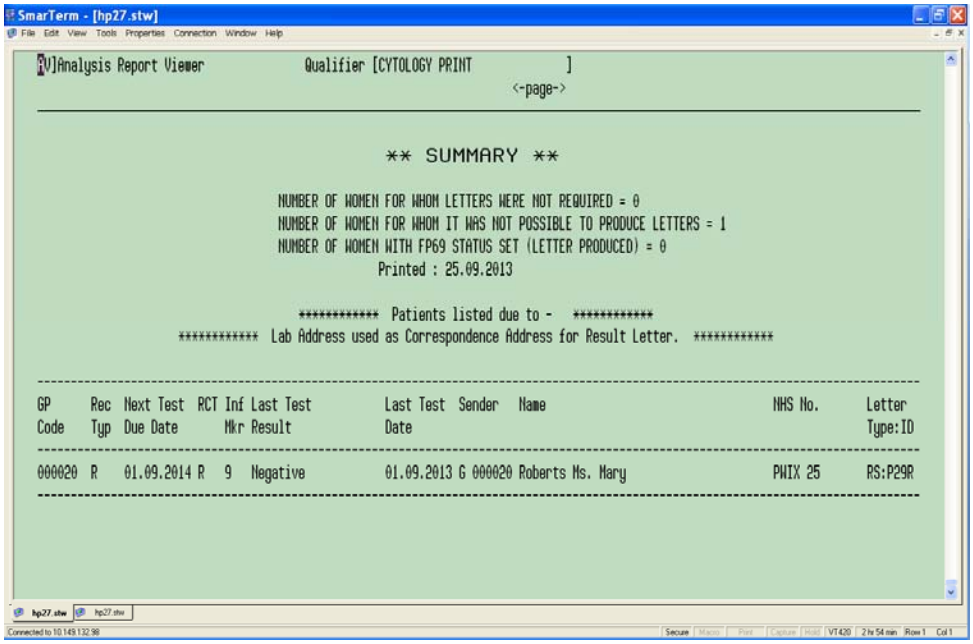
The correspondence address will be audited and can be viewed in 'Cervical Screening Audit of Changes' available for the qualifier field by entering 'Ctrl/shift/-'.

Reject Message	Description
ADDRESS must be ?	Data should not be entered in the address field. Enter 'Ctrl\SHIFT\-' to display pop-up box.

7 Request to print outstanding results/lists/letters for cytology (AJ-CP)

If there is a correspondence address available for the test that has CONFIRM ADDRESS set to 'Y' (yes) in the pop-up box the correspondence address will be used on any letters printed by AJ-CP. If there is a correspondence address available for the test that has CONFIRM ADDRESS set to 'N' (no) in the pop-up box the registered address will be used on any letters printed by AJ-CP. Any tests that have used a correspondence address on the letters will be added to the Result Print Summary Report.

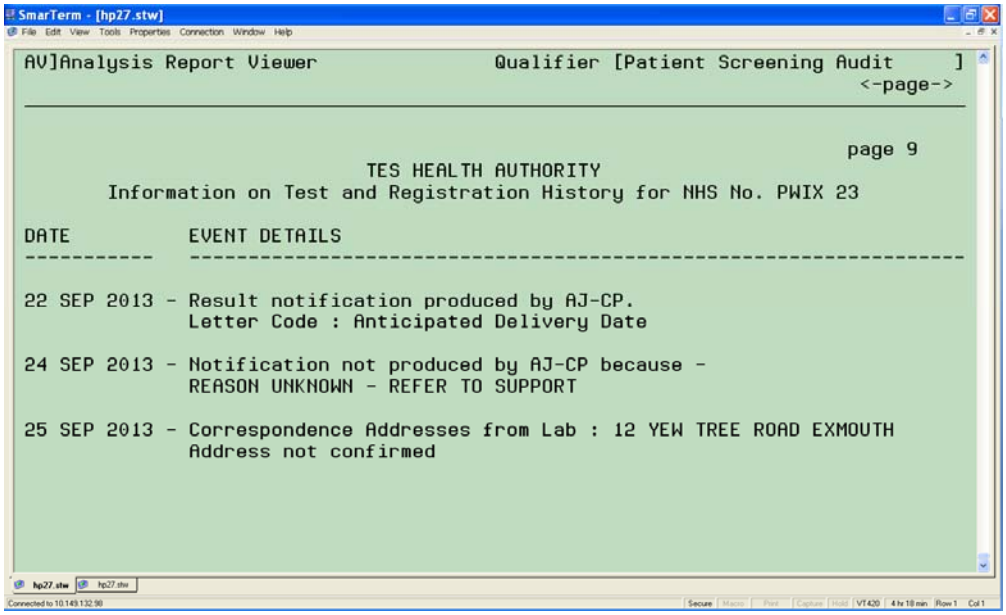
Copyright © 2013, Health and Social Care Information Centre.


SmarTerm - [hp27.stw]
AV]Analysis Report Viewer Qualifier [CYTOLOGY PRINT]
<-page->
** SUMMARY **
NUMBER OF WOMEN FOR WHOM LETTERS WERE NOT REQUIRED = 0
NUMBER OF WOMEN FOR WHOM IT WAS NOT POSSIBLE TO PRODUCE LETTERS = 1
NUMBER OF WOMEN WITH FP69 STATUS SET (LETTER PRODUCED) = 0
Printed : 25.09.2013
********** Patients listed due to - **********
********** Lab Address used as Correspondence Address for Result Letter. **********
GP Code Rec Typ Next Test Due Date RCT Inf Mkr Last Test Result Last Test Date Sender Name NHS No. Letter Type:ID
000020 R 01.09.2014 R 9 Negative 01.09.2013 G 000020 Roberts Ms. Mary PWIX 25 RS:P29R

8 Report on patient's screening history (AJ-CYAU)

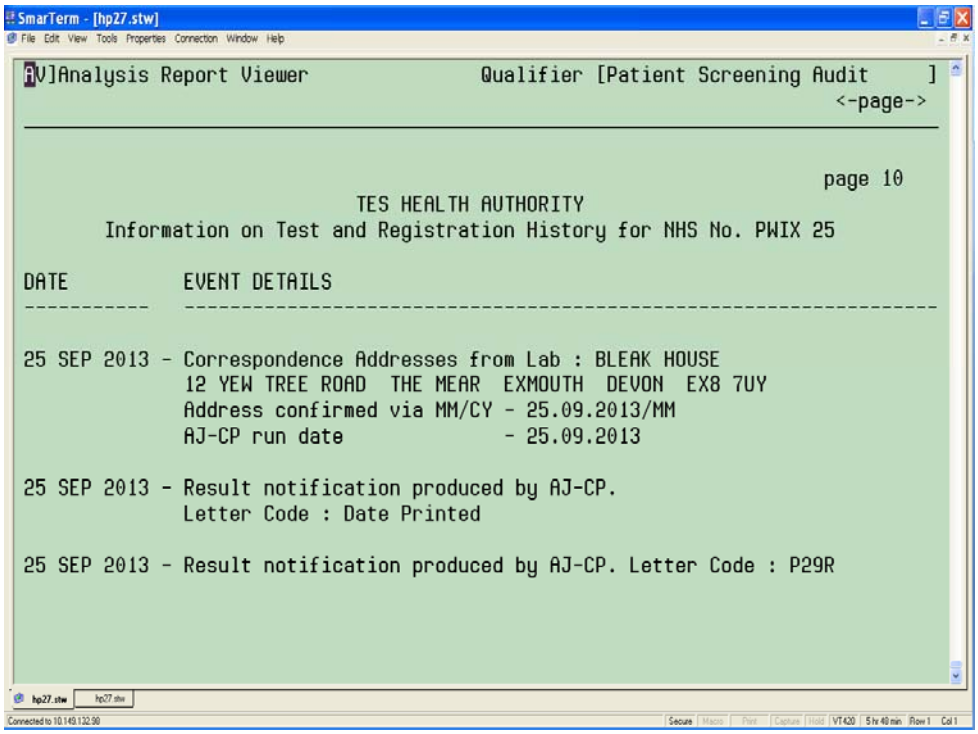
If a test has a correspondence addresses this will be listed on the report along with the test details.

Correspondence address not confirmed as 'N' (no) in the pop-up box:


SmarTerm - [hp27.stw]
AV]Analysis Report Viewer Qualifier [Patient Screening Audit]
<-page->
page 9
TES HEALTH AUTHORITY
Information on Test and Registration History for NHS No. PWIX 23
DATE EVENT DETAILS
22 SEP 2013 - Result notification produced by AJ-CP.
Letter Code : Anticipated Delivery Date
24 SEP 2013 - Notification not produced by AJ-CP because -
REASON UNKNOWN - REFER TO SUPPORT
25 SEP 2013 - Correspondence Addresses from Lab : 12 YEW TREE ROAD EXMOUTH
Address not confirmed

 Copyright © 2013, Health and Social Care Information Centre.

Correspondence address confirmed as ‘Y’ (yes) in the pop-up box:


SmarTerm - [hp27.stw]
File Edit View Tools Properties Connection Window Help
AV]Analysis Report Viewer Qualifier [Patient Screening Audit]
<-page->
page 10
TES HEALTH AUTHORITY
Information on Test and Registration History for NHS No. PWIX 25
DATE EVENT DETAILS
25 SEP 2013 - Correspondence Addresses from Lab : BLEAK HOUSE
12 YEW TREE ROAD THE MEAR EXMOUTH DEVON EX8 7UY
Address confirmed via MM/CY - 25.09.2013/MM
AJ-CP run date - 25.09.2013
25 SEP 2013 - Result notification produced by AJ-CP.
Letter Code : Date Printed
25 SEP 2013 - Result notification produced by AJ-CP. Letter Code : P29R

Copyright © 2013, Health and Social Care Information Centre.